

Privacy Statement of Martin-Jean regarding the website www.martin-jean.com (<https://www.martin-jean.com/>)

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As a goldsmith and jewellery maker, Martin-Jean processes a limited amount of data of visitors and customers who visit the website <https://www.martin-jean.com/> and/or buy a product in the online store. Martin-Jean strives to keep this set of data as small as possible and not to collect more data than is necessary for the proper functioning of the website and the online store. The relationship with the visitors or customers is particularly valuable for Martin-Jean. Therefore it is very important to Martin-Jean to ensure the careful and secure processing of the visitor's and/or customer's data. This statement expresses this.

1. Personal data processed by Martin-Jean

Martin-Jean receives personal data about you because you visit the website of Martin-Jean and/or by providing this information to Martin-Jean by yourself. This could be because you use the contact form on the website or you make a purchase in the online store. An overview of the personal data processed by Martin-Jean, depending on the service you use, is shown here below.

a) If you use Martin-Jean's website, the following personal data are processed:

- Your location data.
- Your details about your activities on the website.
- Your IP address.
- Your internet browser and device type.

b) If you use the contact form on the Martin-Jean website, the following personal data will be processed:

- your name.
- The form of communication (such as Mr, Mrs).
- Your email address.
- Your phone number.
- The content of your message.

c) If you actively subscribe to the newsletter, the following personal data will be recorded:

- Your first name and last name.
- Your e-mail address.
- Date of registration by you.
- Date of last modification of your registration details made by yourself.
- Status indication of 'Subscribed' or when you have signed out: 'Unsubscribed'.

The registration for the Martin-Jean newsletter can only be done by you in an active way. Active means here that you have to take the initiative or have taken the initiative to sign up for the newsletter.

- d) If you, as a customer, use the Martin-Jean online store, the following – for the order processing minimal necessary – personal data will be administrated:
- Your first name, your initial and last name. Possibly the company name.
 - Your address details (street name and house number, postcode and city).
 - Your phone number.
 - Your e-mail address.
 - The order date and the order number.
 - The ordered product(s) with the corresponding price(s).
 - The total amount of the order.
 - Your payment details (such as payment method, payment date, bank account number or credit card number, the payment date of the invoice).
 - The recording of the status of the processing of your order (examples of statuses are: 'in progress', 'canceled', or 'completed').
 - Other information that you actively provide in your correspondence, by telephone and/or as additional information with your purchase.

2. Does Martin-Jean process special and/or sensitive personal data?

Martin-Jean's website is intended to provide an overview of the designs and jewellery produced by Martin-Jean as well as to enable contact via the online contact form and to facilitate any sales transactions via the online store for customers. Data can also be used to improve the website. Unlike for these purposes, the website is not focused on activities that require special and/or sensitive personal data to be processed. Martin-Jean therefore requests that you do not provide this information.

Should you, in spite of the above, be convinced that Martin-Jean unlawfully processed special or sensitive data, Martin-Jean requests you to contact us at atelier@martin-jean.com or +31 (0) 621 5432 05. Martin-Jean will then delete this information as soon as possible.

3. Why are your personal data processed?

Martin-Jean only processes data insofar as this is necessary for its services as outlined above. Your personal data will therefore only be processed for the following purposes.

If you use the website, your personal data are processed:

- To give access to the website.
- To use the available functionality on the website.
- To answer your question or message, if you use the contact form on the website.
- To be able to send the desired newsletter by e-mail, if you have actively subscribed to the newsletter.
- For the correct processing of the order, if you as a customer make an order in the online store.

- If you, as a customer, have placed an order in the online store, to create a personal environment (dashboard) for you in which you can follow the processing of your order and with which you can facilitate a subsequent purchase.
- To analyze the visiting behavior on the website of Martin-Jean in order to improve the website.
- For statistical analyzes and the preparation of statistical overviews.

Martin-Jean does not use the available personal data for other, for example commercial or direct marketing purposes. If Martin-Jean wish to do so, Martin-Jean will only do this after your explicit permission has been requested and obtained. You can then withdraw this permission at any time without giving any motivation.

4. How long does Martin-Jean keep your personal data?

Martin-Jean will not keep your personal data longer than the mandatory statutory period or, if such a mandatory statutory period does not apply, no longer than is strictly necessary for the realization of the objectives for which your personal data were obtained.

The personal data received by Martin-Jean in the context of your contact question and/or your registration for the newsletter will not be retained by Martin-Jean for longer than 1 year after the correct processing of your contact question or your cancellation of your subscription of the newsletter.

The personal data Martin-Jean receives in connection with your order and the order assessment as well as the payment and proper processing of your order, will not be kept longer than seven years after the correct execution of the order. This term is partly determined by statutory time limits and the period required for any aftercare.

5. Does Martin-Jean share your personal data with third parties?

Martin-Jean will share your personal data with third parties if this is necessary for the performance of the agreement or if it's based on legal obligations. Martin-Jean concludes a processors' agreement with third parties, which process your personal data for Martin-Jean. This means that Martin-Jean ensures that your personal data are always protected to at least the same level of security and that the confidentiality of your personal data is guaranteed. Martin-Jean nevertheless remains fully responsible for these processing operations and will therefore take all reasonable administrative, technical and physical measures to protect your personal data against unauthorized access, unintentional loss or alteration.

Your personal data may also be shared with third parties which are not necessarily part of Martin-Jean's services. In that case, Martin-Jean will only do so after requesting and obtaining your explicit consent.

6. How does Martin-Jean analyse your website visit?

Martin-Jean uses functional, analytical and tracking cookies. A cookie is a small text file that is stored in the browser of your device such as a computer, tablet or smartphone when you first visit Martin-Jean's website. On the one hand Martin-Jean uses cookies with a purely technical functionality. These cookies ensure that the website works properly and, for example, remembers your preferred settings, so that Martin-Jean is able to optimize the website. On the other hand, Martin-Jean can possibly use cookies that keep track of your browsing behaviour so that Martin-Jean can offer you tailor-made content.

Opt out of cookies

You can opt out of cookies by setting your internet browser such that it does not store cookies anymore. In addition, you can delete all information previously saved via the settings of your browser.

7. Your rights

You have the right to view, correct, limit or delete the personal data that Martin-Jean processes, unless Martin-Jean cannot grant these rights based on a legal obligation. You can send your request for access, correction, limitation or deletion to atelier@martin-jean.com. However, to establish the legitimacy of your request Martin-Jean does asks you to send a copy of your identification (i.e. a passport or identity card) along with the request. Please make sure that in this copy your passport photo, MRZ (Machine Readable Zone, the strip with numbers at the bottom of the passport), passport number and citizen service number (BSN) have been redacted to protect your privacy. Martin-Jean will then respond to your request as soon as possible, but in any case within fourteen business days.

Complaints

If you believe that Martin-Jean has used your personal data unlawfully or if you are not satisfied with Martin-Jean's response to your request, you have the right to report this to the Dutch Data Protection Authority or to take it to court. More information about this can be found on <https://autoriteitpersoonsgegevens.nl/en>.

8. Security of your personal data

The protection of your personal data is very important to Martin-Jean. Martin-Jean therefore takes all appropriate technical and organizational measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification.

9. Data Protection Officer

Martin-Jean has appointed a Data Protection Officer (DPO). Among other things, the DPO is responsible for supervising the processing of personal data by Martin-Jean, taking stock of data processing and advising on technology and security.

If, in spite of the above, you suspect that your data is not properly secured, has been misused or if you believe that Martin-Jean does not adequately guarantee the correct processing of personal data, please send an e-mail to: atelier@martin-jean.com for the attention of Mr. M. Kibbeling.

10. Change of Privacy Statement

This Privacy Statement is determined by Martin-Jean and may be changed at any time, for example if legislation in this area changes and/or due to other circumstances. It is therefore recommended that you consult the website regularly for the most recent version of the Privacy Statement.